



**pinpoint**  
scotland ltd

award winning family publishers, est. 1973

Pinpoint Scotland publish four of their own titles:  
ENT & Audiology News [circulation 17,000]  
Eye News [circulation 4800]  
PMFA News [circulation 10,200]  
Urology News [circulation 4000]

Each magazine has its own website:  
[entaudiologynews.com](http://entaudiologynews.com)  
[eyenews.uk.com](http://eyenews.uk.com)  
[pmfanews.com](http://pmfanews.com)  
[urologynews.uk.com](http://urologynews.uk.com)

All magazines are published bi-monthly and are mailed out through a controlled circulation to the UK & overseas

The company has three editorial co-ordinators who process the articles sent to us.

The magazines' editors are medical consultants within their chosen specialty and editorial supplied is generally written by specialist doctors or medical writers.

Each editor is supplied with our Editorial Board Guidelines and specific guidelines are sent to every contributing author. Additionally all contributors are asked to sign a declaration of interests.

Editorial meetings are generally held once a year.

#### Training

Staff training is generally carried out in-house. Should individuals require additional support then the company would source external expertise

#### Complaint handling

The responsible person for the company is Justin Chater

Complaints can be directed to the Managing Director, who will seek to resolve the matter directly with the complainant.

Pinpoint Scotland has not yet sought pre-publication guidance from IPSO. However, it would do so if it needed advice on interpreting the Editors' Code of Practice or the public interest exception.

Justin Chater

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# eyenews

## General Rules

- The title/outline of article will be agreed between Editor and Contributor.
- All text prepared will be original and will not have been previously published.
- The article will be scheduled to appear in a particular issue but no guarantees can be given in this respect.
- The contribution is non remunerable.
- The Editor reserves the right to alter or amend the contribution. Should any amendments result in drastic alterations to the article the Editor will return the article for reconsideration by the Contributor.
- The Editor's decision is final and binding. No undue correspondence will be entered into.
- Pinpoint Scotland Ltd retains the copyright of any article submitted to the magazine upon author approval of the final proof and publication of the article within the magazine.
- Pinpoint Scotland Ltd reserves the right to feature any contribution to the magazine, including images, on their current or future websites, digital versions and social media platforms.

## Length and details

- Up to 2,500 words with 2-4 illustrations/photos
- If different from the above, please advise Diana Spencer (contact details opposite).
- References should be indicated in the text like this [1] and should be listed in the following format:  
Callear AB, Reynolds A, Harry J, Murray PI. Iris crystals in chronic uveitis. *Br J Ophthalmol* 1999;83(6):703-6.
- Take Home Message – short list of the 4-6 most important points from the article.
- Hot quote from the text.
- Further reading list and website recommendations (optional).

## Photos

- All images should be originals. If images have been reproduced from other publications please inform Diana Spencer as permission must be sought from the original publishers.
- jpg files at 300dpi emailed to Diana Spencer.
- Indicate where the picture should be cropped, if necessary.
- Label and include a caption.

## Biographical information

- Head & shoulders picture.
- Biodata (full name, qualifications, post held, institution and any other relevant data, i.e. areas of professional interest).
- Correspondence address.

## Format of Article to be supplied

- Emailed to Diana Spencer.
- Microsoft Word.

## Contact Information

Contributions/queries should be sent to:

Diana Spencer,  
Eye News,  
9 Gayfield Square,  
Edinburgh,  
EH1 3NT, UK.  
Tel: +44 (0)131 557 4184,  
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## CHECKLIST:

Article & References	<input type="checkbox"/>
Hot quote	<input type="checkbox"/>
Reading list & websites	<input type="checkbox"/>
Illustration(s) with caption	<input type="checkbox"/>
Head & Shoulders photo	<input type="checkbox"/>
Biodata	<input type="checkbox"/>
Correspondence address	<input type="checkbox"/>

Please send the article in  
by: \_\_\_\_\_